

DEPARTMENT OF HUMAN SERVICES
DIVISION OF JUVENILE JUSTICE SERVICES
POLICY AND PROCEDURES

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| Policy No: 04-01 | Effective Date: 10/15/04 | Revision Date: 11/15/04 |
| Subject: Rights and Responsibilities of Juveniles | | |

I. Policy Statement

All juveniles receiving services from the Division of Juvenile Justice Services shall be afforded basic rights and responsibilities that are clearly defined.

II. Procedures

A. All juveniles in Division facilities and programs have the basic rights:

1. to be free from discrimination based on race, religion, color, gender, or handicap;
2. to be treated with respect, dignity, impartiality, and fairness;
3. to be informed of rules, procedures, and expectations of the facility or program within twenty-four (24) hours of placement into the facility or program. Juveniles shall be informed of their grievance rights;
4. not to be subjected to corporal punishment, harassment, and abuse of any kind, personal injury, intimidation, property damage, threats, assault or humiliation by any person (juveniles shall be under the supervision and control of Division staff at all times);
5. to practice his or her religious faith and participate in religious services on a voluntary basis, subject to the limitations necessary to maintain order and security;
6. to review case file;
7. to vote if eighteen (18) years of age or older, as of Election Day. The juvenile must contact the County Clerk of the county where he or she resides to register to vote. If registered, and in a JJS facility or program, the juvenile must have requested an absentee ballot, in order to assure voting privileges;
8. have access to public education.

B. All juveniles in Division facilities and programs are expected to abide the following:

1. obey rules, follow procedures, schedules, and direction of staff while in Division facilities and programs;
2. treat Division staff and other juveniles with respect and they shall not engage in activity that is disruptive to the programming. Juveniles shall refrain from using verbal abuse, ethnic slurs, slander and obscene gestures;
3. clean their area of responsibility;
4. not damage public or private property;
5. maintain his or her body, clothes, and hair in a clean and odor-free condition;
6. abstain from the use illegal drugs, alcohol, and tobacco.

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C. Juveniles shall be notified of their rights and responsibilities at facility and program orientations.

III. Continuous Renewal

This policy shall be reviewed five (5) years from its effective date to determine its effectiveness and appropriateness. This policy may be reviewed before that time, to reflect substantive change.

This policy has been reviewed by the Board of Juvenile Justice Services and is approved upon the signature of the Director.

Eldon Money, Chairman
Board of Juvenile Justice Services

Date

Blake D. Chard, Director
Division of Juvenile Justice Services

Effective/Revision Date